**Facilities Naming Policy Committee**

**Monday, November 4th AGENDA**

**4:00-5:30pm**

**Administration Building, Room 22 (upstairs)**

**Long-term target:**

* Develop a policy and/or procedures to use when naming district facilities or fields for recommendation to the Board of Trustees

**Meeting Targets:**

* Develop norms for collaborative work
* Review list of current named MCPS facilities/fields
* Review ***Response Plan to a Death Which Affects the School Community***

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| **TIME** | **ACTIVITY** |
| **4:00-4:10** | Introductions |
| **4:10-4:15** | Review agenda |
| **4:15-4:30** | Develop norms for collaborative work  **I propose the following:**   1. Treat each other with dignity and respect. 2. Transparency: avoid hidden agendas. 3. Be genuine with each other about ideas, challenges, and feelings. 4. Trust each other. 5. Listen to understand. 6. The discussion of issues, ideas, and direction will not become a personal attack. 7. Present problems and questions in a way that promotes open discussion and resolution. 8. Promise to come prepared to meetings to value and respect the time and convenience of others. |
| **4:30-4:45** | Review list of current named MCPS facilities/fields **(Joe Potter)** |
| **4:45-5:20** | Review ***Response Plan to a Death Which Affects the School Community***   * Using the 4 As protocol sit in group of other committee members assigned to the same perspective for the reading:  1. ***Assumptions*** (what assumptions does the plan make?) 2. ***Agreements*** (in what ways do you agree with the plan?) 3. ***Arguments*** (what arguments do you have with the plan?) 4. ***Applications*** (what applications do you envision with the plan?)  * Each individual shares 3 statements from assigned perspective with the rest of their group. * Each group presents one or two big ideas from their assigned perspective to the whole group. |
| **5:20-5:30** | Next Steps   * Next meeting:   + Wednesday, November 13th   + 4-5:30pm   + Room 22, Administration Building * Please review sample policies in preparation for our next meeting |